

Letter of Transmittal
HIDALGO COUNTY
DEPARTMENT OF BUDGET AND MANAGEMENT



Date: Tuesday, March 27, 2012

To: Esther Cortez, Human Resources
Director

From: Sergio Cruz,
Budget Officer

Attached, please find 1 original set (s) of an H.R. related agenda item that requires H.R. **review** and **approval**. Please return original document with corresponding signature of approval.

AI: 31582

C.C. Date: 03/27/12

Dept: HEALTH DEPT- HEALTH CLINICS (1100)

Human Resources Dept:

Received By: Nereida Garcia

Title: Executive Assf.

Date: 3/27/12

Received

MAR 27 2012

Human Resources

Time: 8:00 am

Services Programs. Monitors, diagnosis and investigates health problems and hazards in the community to include chronic disease prevention and detection and strategic intervention and follow up. Advocates for public health policies and comprehensive systems of health care delivery, to include

the application and compliance to current managed health care systems. Participates as a key upper level management staff to support the agency in providing core public health functions and essential services to Hidalgo County.

NEW POSITION: Brief job description and attach a copy of the new job description.




See attached job description

POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	 DEPARTMENT HEAD	03/21/2012 DATE	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
2.	 HUMAN RESOURCES DIRECTOR	3/27/2012 DATE	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
3.	 DEPARTMENT OF BUDGET & MANAGEMENT	3/26/2012 DATE	BUDGET PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
4.	COMMISSIONERS COURT APPROVAL	DATE		

HIDALGO COUNTY HEALTH ADMINISTRATION DEPARTMENT

Job Title:	Director of Clinical Care Services	FLSA Status:	Exempt
Dept. Code:	340	Civil Service Status:	Non-Exempt

SUMMARY:

The Director of Clinical Care Services functions under the direction of the Chief Administrative Officer and in collaboration with the Chief Physician. Functions as a public health program specialist by planning & directing multi-disciplinary systems of health care to ensure effective utilization of resources in the provision of comprehensive public health care services for Hidalgo County. Oversees eight (8) clinic sites, including personnel assignments, training and hiring which includes developing goals & resources for the Clinical Group. Is responsible for analyzing, developing, implementing and coordinating new and existing programs (Title V, MCH, TB, Immunization, Family Planning & Community Health- OPH). Maintains quality assurance, accountability & reporting of implemented programs, to County and Department of State Health Services. Establishes, maintains & supports the activities of public health education & promotion & disease prevention & control in the community. Develops and implements specialty community clinics; and supervises Central Office personnel associated with those clinics including but not limited to Family Planning, Prenatal, Child Health, TB, Immunizations and Communicable Diseases and the reporting of these clinics. Prepares & writes new and renewal grant applications in coordination with the Budget Manager, under the supervision of the Chief Administrative Officer.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, the Director of Clinical Care Services must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Coordinates the operations of the Clinical Group including the development, implementation, and evaluation of the group's philosophy, goals, clinical practice standards and policies.
Develops and maintains acceptable methods of recording and reporting that provide proper service control, uniform accounting and measurement of program results (i.e. Performed Based Objectives).
- Develops policies and procedures in accordance to DSHS program guidelines/standards. Responsible in coordinating clinical quality assurance programs. Responsible for staff development of the Clinical Groups. Devises tools and methods of assessment of knowledge and skill areas of the Nursing Groups. Responsible for recruitment of health programs personnel.
- Responsible for the oversight of the HCHHSD Billing Division in collaboration with the Budget Manager. Responsible for the oversight of the Tuberculosis, Immunizations, Maternal & Child Health, Family Planning & STD Programs. Implements, monitors & evaluates the performance measures of these programs in accordance to DSHS & department policies & procedures;
- Addresses grievances related to the Clinical Group; Responds to client and service provider complaints to the Health Department resolving complex problems.
- Monitors the community health status to identify community health problems through routine review and collection of community health status data, population based needs assessment and epidemiological processes. Responsible to develop and initiate

- population-wide health promotion, prevention and risk reduction programs (which include OPH grant performance measures).
- Assists and/or coordinates with diagnoses and investigates health problems and hazards in the community to include chronic disease prevention and detection; communicable disease detection and strategic intervention and follow up. Assists in emergency response planning.
 - Develops and advocates for public health policies and comprehensive systems of health care delivery, to include application & compliance to current managed health care systems.
 - Assists in mobilizing community partnerships and provides expertise to the community on community health status in order to identify, prioritize and solve health problems to the benefit of the citizens of Hidalgo County.
 - Participates with management team and with other groups directors in establishing direction and leadership in the organization; Assists in developing department policies, enforcing policies, and enhancing integration opportunities as member of the management staff, under the supervision of the Chief Administrative Officer.
 - Coordinates & evaluates effectiveness, accessibility and quality of personal and population based healthcare services; collects and maintains data to measure community interventions; identify underserved populations and implements changes in programs/systems to improve health outcomes.
 - Coordinates the Tuberculosis, Immunization, Title V MCH, OPH, Family Planning & Program Budgets which includes; identifying budget needs and developing grant and program budgets in conjunction with the Budget Manager, under the supervision of the Chief Administrative Officer, compiling budget indicators for the various programs; and reviewing and approving group budget purchases and expenditures.
 - Reviews local, state, and federal resources for potential program funding; identifies funding and project opportunities and provides direction to group staff, community agencies, coalitions, etc. on following up on these opportunities
 - Prepares and writes new and annual submittal of multiple grant requests TB, Immunization, OPH & Title V in coordination with the Budget Manager for HCHHSD, under the supervision of the Chief Administrative Officer. Monitors grant progress to ensure grant requirements are being met; and submits required reporting monthly and annually to state and County as applicable.
 - Serves as a public health practice resource and community expert on the practice of public health nursing; as adjunct faculty for undergraduate nursing students; will coordinate with universities/colleges adjunct staff in assuring that student requirements are met within all state HIPPA and county requirements.
 - Collaborates with other service providers including institutes of higher learning to share resources to maximize delivery of care.
 - Reviews and revises medical orders in conjunction with the Chief Physician and Clinicians. Directs the on-going review, revision, implementation and training in public health and nursing practice standards.
 - Develops, implements, and evaluates workplace OSHA policies. Oversees the staff development of the Clinical Group in accordance to OSHA & State Board Rules (BON).
 - Responsible to maintain and update all Third Party Provider information, credentialing and renewal applications.
 - Performs related work as assigned.

EDUCATION AND EXPERIENCE:

- Licensed to practice as an RN in Texas, plus
- 5 yrs or more experience as a Director of Nursing in public health or similar setting, plus
- 5 yrs or more experience in community health grant writing, i.e. DSHS, HHSC.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Employee must have proof of a current valid Texas Motor Vehicle Operator's License;
- Must be able to be insured by County Insurance carrier.

OTHER SKILLS AND ABILITIES:

- Knowledge of professional nursing theory, nursing process, including cultural social and economic forces in family, community and group dynamics. Broad knowledge of principles and practices in management, supervision and intra disciplinary collaboration. Knowledge of organizational structure, administrative process, and projected program expectations. Ability to communicate in oral, written form. Ability to apply principles of leadership, education, long range planning and evaluation. Ability to perform essential job functions with or without reasonable accommodations.
- Maybe be required to work other than normal or scheduled hours including weekends and holidays

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to speak and listen. The employee frequently is required to stand, walk, sit, use hands and fingers, handle or feel objects tools or controls, reach, climb or balance, bend, stoop and kneel.

The employee must occasionally lift and/or move objects weighing up to 25 pounds. Visual acuity required by this job includes near and distant vision, depth perception, color perception, and the ability to adjust focus/vision to equal or be corrected to 20/20.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually low.

IMMUNIZATION/TB SCREENING REQUIREMENTS:

Employees may be required to receive immunizations recommended by the ACIP, ACP, and TDH based on anticipated disease exposure (e.g. hepatitis B or rabies vaccines) TB skin testing may be required.

SAFETY REQUIREMENTS:

Maintain physical condition appropriate to the performance of assigned duties and

Responsibilities which may include the following:

- sitting for extended periods of time
- frequent standing, bending and reaching
- operating assigned equipment

Maintain mental capacity which permits:

- making sound decisions and using good judgment
- handling financial affairs effectively and honestly
- maintaining confidentiality
- demonstrating intellectual capabilities

Effectively handle a work environment and conditions which involve:

- working closely with others
- working in a multi-task environment

Maintain effective audio-visual discrimination and perception needed for:

- making observations
- reading and writing
- operating assigned equipment
- communicating with others

ACCIDENT PREVENTION PROGRAM:

Required to follow all department safety regulations.

Revised 03/12

**HIDALGO COUNTY
COMMISSIONER COURT
2012 SALARY SCHEDULE**

2-1100-441-00-340-003-0

AI - 31582

HEALTH CLINICS

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2012 GRADE & STEP SALARY	2012 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2012 ACTUAL TOTAL COMPENSATION
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
		DELETE ↓											
0001	113	ADVANCED CLINICAL PRACTITIONER	21	3	\$92,582.00	\$92,582.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0002	113	ADVANCED CLINICAL PRACTITIONER	21	2	\$89,554.00	\$89,554.00	\$89,554.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$89,854.00
0003	113	DIRECTOR OF NURSING	19	3	\$79,374.00	\$79,374.00	\$79,374.00	\$960.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80,334.00
0004	113	BUDGET MANAGER II	17	1	\$63,599.00	\$63,599.00	\$63,599.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$64,019.00
0005	113	ASSISTANT DIRECTOR OF NURSING	17	4	\$70,277.00	\$70,277.00	\$70,277.00	\$840.00	\$0.00	\$0.00	\$0.00	\$0.00	\$71,117.00
0006	113	DIRECTOR OF OPERATIONS	16	5	\$67,132.00	\$67,132.00	\$67,322.00	\$840.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,162.00
0008	113	REGISTERED NURSE IV	16	1	\$58,888.00	\$58,888.00	\$59,374.00	\$1,320.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,694.00
0009	113	REGISTERED NURSE IV	16	1	\$58,888.00	\$58,888.00	\$59,374.00	\$1,020.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,394.00
0010	113	REGISTERED NURSE IV	16	1	\$58,888.00	\$58,888.00	\$58,888.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58,888.00
0011	113	REGISTERED NURSE IV	16	1	\$58,888.00	\$58,888.00	\$59,374.00	\$960.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,334.00
0012	113	REGISTERED NURSE IV	16	1	\$58,888.00	\$58,888.00	\$58,888.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58,888.00
0013	113	REGISTERED NURSE IV	16	1	\$58,888.00	\$58,888.00	\$59,374.00	\$840.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,214.00
0014	113	REGISTERED NURSE IV	16	1	\$58,888.00	\$57,513.00	\$57,513.00	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58,293.00
0016	113	REGISTERED NURSE III	14	4	\$55,788.00	\$55,788.00	\$55,788.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55,788.00
0017	113	REGISTERED NURSE III	14	4	\$55,788.00	\$55,788.00	\$55,788.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55,788.00
0018	113	HR COORDINATOR II	13	8	\$58,199.00	\$48,199.00	\$48,200.00	\$1,560.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49,760.00
0019	113	LICENSED VOCATIONAL NURSE II	11	3	\$42,884.00	\$42,884.00	\$43,489.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,489.00
0020	113	LICENSED VOCATIONAL NURSE II	11	3	\$42,884.00	\$42,884.00	\$43,489.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44,029.00
0021	113	LICENSED VOCATIONAL NURSE II	11	3	\$42,884.00	\$42,884.00	\$43,489.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44,149.00
0022	113	LICENSED VOCATIONAL NURSE II	11	3	\$42,884.00	\$42,884.00	\$43,489.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,849.00
0023	113	LICENSED VOCATIONAL NURSE II	11	3	\$42,884.00	\$42,884.00	\$43,489.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,849.00
0024	113	LICENSED VOCATIONAL NURSE II	11	3	\$42,884.00	\$42,884.00	\$43,489.00	\$1,080.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44,569.00
0025	113	LICENSED VOCATIONAL NURSE II	11	3	\$42,884.00	\$42,884.00	\$43,489.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,969.00
0026	113	LICENSED VOCATIONAL NURSE II	11	3	\$42,884.00	\$42,884.00	\$43,489.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,909.00
G027	113	EXECUTIVE ASSISTANT I	11	2	\$41,481.00	\$41,481.00	\$41,481.00	\$1,380.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,861.00
0028	113	SYSTEM SUPPORT SPECIALIST I	11	1	\$40,078.00	\$40,078.00	\$40,078.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,558.00
0029	113	TB RECORD MANAGER	10	2	\$38,408.00	\$38,408.00	\$38,408.00	\$1,440.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,848.00
0030	113	BILLING SPECIALIST V	9	2	\$35,563.00	\$35,563.00	\$35,563.00	\$1,440.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,003.00

**HIDALGO COUNTY
COMMISSIONER COURT
2012 SALARY SCHEDULE**

2-1100-441-00-340-003-0

AI - 31582

HEALTH CLINICS

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2012 GRADE & STEP SALARY	2012 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2012 ACTUAL TOTAL COMPENSATION
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0031	113	BILLING SPECIALIST IV	7	3	\$31,520.00	\$31,520.00	\$31,907.00	\$840.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,747.00
0032	113	MEDICAL TECHNICIAN II	7	3	\$31,520.00	\$31,520.00	\$31,520.00	\$1,380.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,900.00
0033	113	MEDICAL TECHNICIAN I	5	5	\$28,792.00	\$28,792.00	\$28,792.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,392.00
0034	113	MEDICAL TECHNICIAN I	5	2	\$26,140.00	\$26,140.00	\$26,143.00	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,923.00
0035	113	CLERK III	5	1	\$25,256.00	\$25,256.00	\$25,564.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,764.00
0036	113	CLERK III	5	1	\$25,256.00	\$25,256.00	\$25,563.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,923.00
0037	113	CLERK III	5	1	\$25,256.00	\$25,256.00	\$25,563.00	\$1,440.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,003.00
0038	113	CLERK III	5	1	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0039	113	CLERK III	5	1	\$25,256.00	\$25,256.00	\$25,563.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,223.00
0040	113	CLERK III	5	1	\$25,256.00	\$25,256.00	\$25,533.00	\$1,560.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,093.00
0041	113	CLERK III	5	1	\$25,256.00	\$25,256.00	\$25,256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,256.00
0042	113	LABORATORY TECHNICIAN	4	3	\$25,021.00	\$25,021.00	\$25,021.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,681.00
0043	113	COURIER	2	7	\$24,261.00	\$24,261.00	\$24,261.00	\$1,020.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,281.00
0044	113	CLERK II	3	4	\$23,927.00	\$23,927.00	\$24,000.00	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,780.00
0045	113	CLINIC AIDE II	3	4	\$23,927.00	\$23,927.00	\$24,000.00	\$1,320.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,320.00
0046	113	CLINIC AIDE II	3	4	\$23,927.00	\$23,927.00	\$24,000.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,360.00
0047	113	INVENTORY SPECIALIST I	4	2	\$24,203.00	\$24,203.00	\$24,203.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,743.00
0048	113	CLERK II	3	4	\$23,927.00	\$23,927.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,000.00
0049	113	CLERK II	3	4	\$23,927.00	\$23,927.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,000.00
0050	113	CLERK II	3	0	\$20,570.00	\$20,570.00	\$20,570.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,570.00
0051	113	CLINIC AIDE II	3	1	\$21,653.00	\$21,653.00	\$21,653.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,653.00
0053	113	CLERK II	3	4	\$23,927.00	\$23,927.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,000.00
0055	113	CLINIC AIDE II	3	4	\$23,927.00	\$23,927.00	\$24,000.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,540.00
0056	113	CLINIC AIDE II	3	4	\$23,927.00	\$23,927.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,000.00
0057	113	CLERK II	3	1	\$21,653.00	\$21,653.00	\$21,653.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,653.00
G058	113	PUBLIC HEALTH SPECIALIST	9	3	\$36,766.00	\$18,155.00	\$18,155.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,455.00
G060	113	LICENSED VOCATIONAL NURSE II	11	1	\$40,078.00	\$10,450.00	\$10,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,450.00
G061	113	LICENSED VOCATIONAL NURSE II	11	3	\$42,884.00	\$13,256.00	\$13,863.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,283.00
G062	113	LICENSED VOCATIONAL NURSE II	11	3	\$42,884.00	\$13,256.00	\$13,863.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,283.00

**HIDALGO COUNTY
COMMISSIONER COURT
2012 SALARY SCHEDULE**

AI - 31582

2-1100-441-00-340-003-0

HEALTH CLINICS

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2012 GRADE & STEP SALARY	2012 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2012 ACTUAL TOTAL COMPENSATION
								Longevity 115	Interpret. 116	Supplem. 117	Auto A. 118	Clothing 119	
G063	113	LICENSED VOCATIONAL NURSE III	13	1	\$46,747.00	\$14,211.00	\$14,211.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,211.00
G064	113	LICENSED VOCATIONAL NURSE III	13	1	\$46,747.00	\$11,430.00	\$11,430.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,730.00
G065	113	OUTREACH SPECIALIST I	4	2	\$24,203.00	\$11,213.00	\$11,213.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,753.00
G067	113	SOCIAL WORKER	11	4	\$44,287.00	\$44,287.00	\$44,678.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,158.00
G068	113	LICENSED VOCATIONAL NURSE III	13	1	\$46,747.00	\$9,663.00	\$9,663.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,143.00
G069	113	LICENSED VOCATIONAL NURSE III	13	1	\$46,747.00	\$9,663.00	\$9,663.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,663.00
G070	113	LICENSED VOCATIONAL NURSE III	13	1	\$46,747.00	\$9,664.00	\$9,664.00	\$1,080.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,744.00
G071	113	OUTREACH SPECIALIST II	6	3	\$29,186.00	\$8,980.00	\$8,980.00	\$1,140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,120.00
G072	113	REGISTERED NURSE III	14	4	\$55,788.00	\$55,788.00	\$55,790.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55,790.00
G073	113	REGISTERED NURSE III	14	1	\$50,487.00	\$50,487.00	\$50,487.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,487.00
G075	113	OUTREACH SPECIALIST I	4	4	\$25,839.00	\$7,980.00	\$7,980.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,980.00
G076	113	BILLING SUPERVISOR	11	3	\$42,884.00	\$42,884.00	\$43,243.00	\$1,680.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44,923.00
G077	113	CLERK III	5	1	\$25,256.00	\$5,006.00	\$5,041.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,641.00
G080	113	CLERK III	5	1	\$25,256.00	\$3,999.00	\$3,999.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,999.00
G084	113	CLINIC AIDE II	3	4	\$23,927.00	\$5,331.00	\$5,404.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,404.00
G086	113	MAINTENANCE II	3	4	\$23,927.00	\$2,491.00	\$2,564.00	\$1,320.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,884.00
G087	113	OUTREACH SPECIALIST I	4	4	\$25,839.00	\$1,341.00	\$1,730.00	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,510.00
G088	113	OUTREACH SPECIALIST I	4	4	\$25,839.00	\$2,076.00	\$2,076.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,736.00
G089	113	ASST TB RECORDS MNGR	4	3	\$25,021.00	\$1,656.00	\$1,658.00	\$840.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,498.00
G090	113	OUTREACH SPECIALIST I	4	1	\$23,385.00	\$526.00	\$526.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$526.00
G092	113	COMMUNITY SERVICE AIDE	6	3	\$29,186.00	\$1,856.00	\$1,856.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,856.00
G093	113	COMMUNITY SERVICE AIDE	6	3	\$29,186.00	\$1,880.00	\$1,880.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,420.00
0094	113	CLERK III	5	0	\$23,993.00	\$23,993.00	\$23,993.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,993.00
G095	113	COMMUNITY SERVICE AIDE	6	3	\$29,186.00	\$758.00	\$759.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,059.00
G096	113	COMMUNITY SERVICE AIDE	6	3	\$29,186.00	\$757.00	\$757.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,177.00
G098	113	LICENSED VOCATIONAL NURSE II	11	3	\$42,884.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00
G100	113	HEALTH TECHNICIAN	7	1	\$29,458.00	\$0.00	\$0.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$540.00
G102	113	RISK COMMUNICATION PLANNER	7	2	\$30,489.00	\$0.00	\$0.00	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$780.00
G103	113	HEALTH TECHNICIAN	7	2	\$30,489.00	\$0.00	\$0.00	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$660.00
G104	113	PUBLIC HEALTH PREP COORD	16	1	\$58,888.00	\$0.00	\$0.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$540.00
G105	113	LICENSED VOCATIONAL NURSE II	11	3	\$42,884.00	\$0.00	\$0.00	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$540.00
0110	113	REGISTERED NURSE IV	16	1	\$58,888.00	\$58,888.00	\$58,888.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58,888.00
0111	113	REGISTERED NURSE II	12	5	\$49,344.00	\$49,344.00	\$49,344.00	\$720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,064.00
0112	113	MEDICAL TECHNICIAN I	5	2	\$26,140.00	\$26,140.00	\$26,143.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,143.00

**HIDALGO COUNTY
COMMISSIONER COURT
2012 SALARY SCHEDULE**

2-1100-441-00-340-003-0

AI - 31582

HEALTH CLINICS

Slot #	Obj Code	POSITION TITLE	GRADE	STEP	2012 GRADE & STEP SALARY	2012 APPROVED BUDGETED SALARY	ACTUAL SALARY	Other Allowances					2012 ACTUAL TOTAL COMPENSATION
								Longevity 115	Interpet. 116	Supplem. 117	Auto A. 118	Clothing 119	
0113	113	MEDICAL TECHNICIAN I	5	2	\$26,140.00	\$26,140.00	\$26,143.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,623.00
0115	113	EPIDEMIOLOGIST I	15	2	\$56,434.00	\$56,434.00	\$56,434.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$56,434.00
A120	113	OUTREACH SPECIALIST I	4	4	\$25,839.00	\$0.00	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00
0121	113	ADVANCED CLINICAL PRACTITIONER	21	3	\$92,582.00	\$92,582.00	\$92,582.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$92,582.00
A122	113	TB PROGRAM MANAGER	18	1	\$68,687.00	\$0.00	\$0.00	\$420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$420.00
A123	113	TX VCCNS MANAGER	11	1	\$40,078.00	\$0.00	\$0.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$360.00
A124	113	OUTREACH SPECIALIST II	6	3	\$29,186.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0125	113	REGISTERED NURSE V	17	1	\$63,599.00	\$61,828.00	\$61,828.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$61,828.00
A126	113	COMMUNITY SERVICE AIDE	6	3	\$29,186.00	\$0.00	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00
A127	113	CLERK III	5	1	\$25,256.00	\$0.00	\$0.00	\$1,080.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,080.00
0128	113	CREATE ↓ DIRECTOR OF CLINICAL CARE SERVICES	-	-	-	\$92,582.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL					\$3,908,729.00	\$2,909,670.00	\$2,803,832.00	\$53,040.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,856,872.00

APPROVAL TO DELETE/ CREATE THE ABOVE HIGHLIGHTED POSITIONS. PERSONNEL ACTIONS PENDING CC APPROVAL.